

**Minutes of Regular Meeting  
November 28, 2016**

A Regular Meeting of the Board of Trustees of Santa Fe ISD was held Monday, November 28, 2016, beginning at 7:00 PM in the Cowan Education Center Board Room, 4133 Warpath, Santa Fe, TX 77510.

I. CALL TO ORDER

Mr. Norman called the meeting to order at 6:02 pm, in the Board room.

II. MEMBERS PRESENT/ABSENT

Present were: Rusty Norman, Billy Burns, Sheryl Skufca, Bridget Tacquard, John Rothermel, Theresa Herzog and Wayne Logan. Dr. Wall was in attendance.

III. EXECUTIVE SESSION, CHAPTER 551

The Board went into closed session at 6:03 pm, in the executive conference room. Personnel was the topic of discussion. The Board adjourned closed session and reconvened in open session at 7:08 pm.

IV. RECONVENE: INVOCATION AND PLEDGES

Mr. Rothermel gave the invocation and all recited the pledges.

V. SCHOOL OFFICIALS PRESENT

Bob Atkins, Rachel Blundell, Cherie Bowers, Walter Braun, Lindsey Foley, Patti Hanssard, Mark Kanipes, Destini Martin, David McMillian, Rick Morrill, Kathy Oliver, Julie Pittman, Michelle Pourchot, Kim Ross, Jackie Shuman and Lee Townsend

Others Present

Kurt Kovacevich, Eric Davenport, Patrick Kelly, John Snider, Jenny Davenport, Wanda Wagner, Robyn Burns, Mark Herzog, Christie Norman, Jimmy Fullen, Anna Marie Milligan, Jan Broussard, Allison Kelly, Lacey Glover and Marianne Junco

VI. ACTION FROM CLOSED SESSION; CHAPTER 551

There was no action from closed session.

VII. PUBLIC HEARING - FIRST REPORT

A public hearing was held regarding the District's Financial Integrity Rating System of Texas (FIRST) report. Mrs. Townsend reviewed the report for the Board; there were no questions from the audience.

VIII. PRESENTATION OF PLAQUES FOR OUTGOING BOARD MEMBERS

Ms. Hanssard presented the outgoing Board members, Billy Burns, Theresa Herzog and Bridget Tacquard with clocks as a small token of appreciation for their years of service to the district.

IX. OATH OF OFFICE - POS. 1, 2, 3 AND 7 - Term for Newly Elected Trustees

Julie Pittman notary for the District, swore in John H. Snider- Pos. 1, Patrick Kelly- Pos. 2, Eric E. Davenport- Pos. 3 and Wayne Logan- Pos. 7. They will serve a 4-year term ending in November 2020. They each took their seats at the Board table.

X. REORGANIZATION OF BOARD - ELECTION OF OFFICERS

The members of the Board voted on the following officers: Rusty Norman- President, John Rothermel- Vice President and Sheryl Skufca- Secretary.

XI. RECOGNITIONS

The Board recognizes students and staff each month at the regularly scheduled board meeting. The following were recognized at the November meeting.

- A. **Valero Energy Foundation** - Ms. Hanssard thanked them for their donation of \$17,000.00 to the Santa Fe Texas Education Foundation (SFTXEF) to fund the SFISD

Stem Academy for our teachers to attend professional development workshops as well as purchase new innovative educational materials for their classrooms. She also thanked trustee Billy Burns for advocating for the District. Mr. Burns on behalf of Valero, presented the check to Mrs. Wagner, President of the SFTXEF.

- B. **Santa Fe High School** - recognized several students at the November meeting: Peter Luong who was named a commended student in the 2017 National Merit Scholarship Program. Student Tiffany Wick who recently passed her State of Texas Certified Nurse Assistant Exam (CNA). Her teacher is Lacey Glover. On November 9<sup>th</sup>, SFHS had Softball Signing Day. The following student athletes signed to play Division 1 Softball: Emily Evans – Stephen F. Austin State University; Stephanie Reed – Utah State University; Shelbi Sunseri – Louisiana State University and Kayla Tisdale – Nicholls State University.
- C. **Employees of the Month** – Belinda Slawson (RJW); Julie Arnold (Kubacak); Chance Cyprien (Jr. High); Amy Hoff (H.S.); John Floyd (Transp.); James Jones (M&O); Zoila Carbajal (Custodial); Martha Delfin (Nutrition Services); Marianne Junco (Admin.)

## XII. PUBLIC FORUM

No one addressed the Board.

## XIII. INFORMATION ITEMS

### A. Monthly Reports

The Board reviewed monthly reports on personnel, child nutrition, tax collection, technology, transportation, finance, police department, grants and campuses. Ms. Hanssard updated the Board on 1<sup>st</sup> Nine Weeks staff attendance. The high school had the highest attendance at 97.7%. Mrs. Townsend reported that there will be two new reports from her department listed under monthly reports named Accident and Redi-MD Report. The Accident report will list any school district vehicle accidents or claims. The Redi-MD report will report monthly usage by staff using the kiosk to call the doctor for diagnosis and/or prescriptions. Mrs. Townsend updated the Board on both reports. Mr. Atkins updated the Board on closed and on-going projects.

### B. Energy Management Update

Bob Atkins presented a power point to update the Board on the District's Energy Management Program.

### C. Food Purchasing Co-Op Update

Cherie Bowers updated the Board on the School Purchasing Alliance (SPA) for 2015-2016.

## XIV. CONSENT AGENDA

Mr. Logan made a motion to approve the following consent agenda items as presented. Mr. Rothermel seconded and all voted in favor.

- A. Minutes October 17, 2016 and November 1, 2016
- B. Approve Accounts Payable \$1,035,107.30
- C. Collegiate High School Tuition for 2016-2017

## XV. REGULAR AGENDA

- A. Mr. Logan made a motion to approve CE(LOCAL) Policy Update as presented. Mrs. Skufca seconded and all voted in favor.
- B. Mr. Logan made a motion to approve the contract for collection of delinquent taxes by Perdue, Brandon, Fielder, Collins and Mott, LLP, at no cost to the District. Mr. Rothermel seconded and all voted in favor.
- C. Mr. Logan made a motion to approve the resolution for early turnover of personal

property to our Delinquent Tax Attorney's office, at no cost to the District. Mr. Rothermel seconded and all voted in favor.

D. Mr. Rothermel made a motion to approve the acceptance of the donation that is greater than \$5,000.00 received for the month of October. The total donation greater than \$5,000.00 for the month of October is \$5,000.00. Mr. Snider seconded and all voted in favor.

E. Mr. Rothermel made a motion to approve the renewal of the Microsoft Volume License Agreement in the amount of \$31,636.80 for third year of a 3-year contract. Mr. Logan seconded and all voted in favor.

#### XVI. BOARD COMMUNICATION

Ms. Hanssard

- Congratulated and welcomed the new Board members. Reviewed with the Board a list of upcoming events. Reminded Principal's and Board members of individual and group pictures to be taken on December 12<sup>th</sup>.

Mrs. Townsend

- Welcomed the new Board members.

Mr. Snider

- Thanked everyone for the opportunity to serve on the Board and looks forward to working with everyone.

Mrs. Skufca

- Welcomed the new Board members and thanked the Principal's and campuses for great staff attendance results.

Dr. Shuman

- Welcomed the new Board members. Proud of the professional learning that was taking place at the H.S. today.

Mr. Kelly

- Thanked everyone for the opportunity to serve on the Board.

Mr. Rothermel

- Welcomed the new Board members and looking forward to working together.

Mr. Davenport

- Excited for the opportunity to serve on the Board.

Mr. Logan

- Welcomed the new Board members.

Mr. Norman

- Welcomed the new Board members and is looking forward to the future. Reminded the Board of the Team of 8 Training scheduled for December 14<sup>th</sup>.

Dr. Wall

- Welcomed the new Board members and reminded them of several upcoming meetings.

#### XVII. ADJOURNMENT

Mr. Rothermel made a motion to adjourn the meeting at 8:17 pm. Mr. Davenport seconded and all voted in favor.

We affirm that these minutes are official, complete and correct.

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J. R. Norman  
President

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Sheryl L. Skufca  
Secretary

Date Minutes Approved: December 12, 2016